



# Town of Taos Plan Change Application



Date: \_\_\_\_\_ Zone: \_\_\_\_\_ Current Town of Taos Building Permit No. \_\_\_\_\_

PHYSICAL ADDRESS/LOCATION: \_\_\_\_\_  
(Must have a house or street number assigned by the Town of Taos Planning Department)

**SECTION I**

Did you apply for a:  Licensed Contractor Permit or  Homeowner-Builder Permit

Contractor Company Name: \_\_\_\_\_ License expiration date: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_ State License #: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ Main Phone #: \_\_\_\_\_

\_\_\_\_\_ Alt. Phone #: \_\_\_\_\_  
City, State, Zip

**SECTION II**

PROPERTY OWNER: \_\_\_\_\_ Phone # (h): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ Phone # (w): \_\_\_\_\_

\_\_\_\_\_ Phone # (c): \_\_\_\_\_  
City, State, Zip

**SECTION III**

ARCHITECT/ENGINEER  
COMPANY NAME: \_\_\_\_\_ Phone #: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ License #: \_\_\_\_\_

\_\_\_\_\_ City, State, Zip

**SECTION IV**

DESCRIPTION:  Single Family Residence  Multi-Family Residential  Multi-Tenant  Duplex  
 Condominium  Commercial  Industrial/ Manufacturing  Mixed Use  Other \_\_\_\_\_

NEW PROJECT FLOOR AREAS (square feet): \_\_\_\_\_ Heated Area \_\_\_\_\_ Porches \_\_\_\_\_ Basement  
\_\_\_\_\_ Carport \_\_\_\_\_ Garage \_\_\_\_\_ Storage \_\_\_\_\_ Other (Explain) \_\_\_\_\_

REASON FOR PLAN CHANGE: \_\_\_\_\_

CONSTRUCTION MATERIAL: \_\_\_\_\_

VALUATION OF CHANGES: \$ \_\_\_\_\_

NEW VALUATION OF PROJECT: \$ \_\_\_\_\_

**CERTIFICATION**

I hereby certify that I have read and examined the information contained on this application, and know the same to be true and correct. All provisions of codes and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any federal, state, or local law regulating construction or the performance of construction.

I also acknowledge that the Building Official is authorized and directed to enforce the provisions of any federal, state, and/or local codes, and shall have the authority to render interpretations of these codes and to apply policies and procedures in order to clarify the application of its provisions. Such interpretations, policies, and procedures shall be in compliance with the intent and purpose of any federal, state, and/or local codes. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in these codes.

**FILING OF THIS APPLICATION SHALL NOT IMPLY OR DEEM APPROVAL OF SAID APPLICATION.**

PRINT NAME OF APPLICANT: \_\_\_\_\_

SIGNATURE OF APPLICANT: \_\_\_\_\_

**TO BE COMPLETED BY HOMEOWNER-BUILDER APPLICANTS ONLY**

I, \_\_\_\_\_ certify that as a homeowner-builder I shall hire licensed electrical, mechanical, and plumbing contractors on this project. I also certify that I am familiar with the construction process, I know enough about building to be my own builder, and I will comply with all codes and ordinances.

\_\_\_\_\_  
Homeowner-builder Signature

**Notary Public Seal**

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Signed: \_\_\_\_\_ My commission expires: \_\_\_\_\_

**REQUIRED SUBMITTALS:**

- Completed Town of Taos Plan Change Application with original homeowner or contactor signatures
- Letter requesting changes
- 3 complete sets of plans indicating all changes to be made (floor, framing, foundation, roof, site, and elevations)

**COST OF PERMIT:**

1. THE PLAN CHANGE FEE IS BASED ON THE FEE SCHEDULE OF THE TOWN OF TAOS LAND USE DEVELOPMENT CODE "APPENDIX A – APPLICATION FEES."
2. PLAN CHANGE FEES WILL BE DUE AFTER PLAN CHANGES HAVE BEEN REVIEWED AND APPROVED. THE OFFICE WILL CALL WHEN IT IS READY.